

HEALTH & HYGIENE @ FIT LIBRARY

VISITOR REGISTRATION

When you enter the library,

- wear a mask
- immediately disinfect your hands
- fill in the registration form at the entrance desk.

The registration data are only used for contact tracing in case of an outbreak of the coronavirus on campus.

Help protecting data and deposit your registration form only in the box at the desk!

Do not forget to disinfect your hands again when you leave the library.

LENDING AND RETURNING BOOKS

- Access to the book shelves and lending books is possible at any time. Please fill in the lending cards and deposit them in the book return box.
- Return books on loan only to the return box in the entrance area. For hygienic reasons, all returned books are put on hold for 72 hrs before being dispatched again to the shelves.
- If you do not find a book on the shelf, ask the librarian whether the book is currently on loan.

WORKING IN THE LIBRARY

- Stationary computers may be used only for catalogue and database search as well as to access electronic journals, not for private business. Keep access possible for everybody!
- Due to hygienic regulations, the library currently offers a restricted number of individual working spaces (4 desks). Follow the signs at doors and desks to find the tables designated as individual working spaces. Please do not use any other desk!
- Disinfect and clean desks before and after use.
- While sitting at a desk, you may take off the mask. Put it on again when you move around in the library.
- Additional temporal working spaces in House 2 (roof area) can be booked from the student office (Mrs Flader).
- Regular ventilation of the library is organised by the library staff.
- Save energy and switch off the light when you are the last person to leave the library at night. Please make sure that all windows are closed.



Fachhochschule für
Interkulturelle Theologie
Hermannsburg

**PREVENTING THE
SPREAD OF
COVID-19:
ACT SAFELY AND
RESPECTFULLY!**

With simple measures, you too can
help protect yourself and others
from infection:



Disinfect your
hands



Register as
visitor



Wear a mask



Keep distance
and avoid
gatherings

QUESTIONS & PROBLEMS

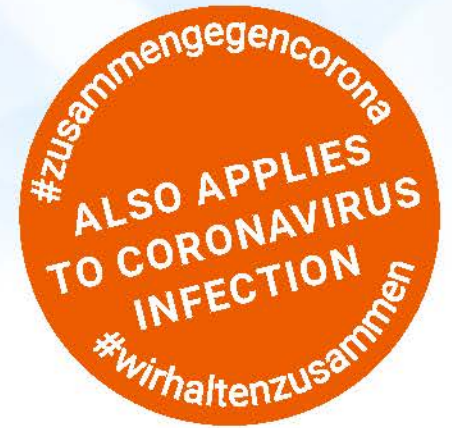
Contact our librarian:

Anja Engelke

Phone: 05052 48101 90

a.engelke@fh-hermannsburg.de

Check out the „FIT library information“ in
MS Teams!



Viral infections – hygiene protects!

These measures help protect you and others from infectious diseases – including the coronavirus.

The most important hygiene tips:



Keep your distance

Where possible, always maintain a distance of at least 1.5 metres from other people. Particularly if they show signs of illness, such as a cough, runny nose and sneezing or fever.



Stay at home if you are ill

If you have symptoms of a respiratory infection, such as a cough, runny nose and sneezing or fever, then stay at home. Reduce direct contact with other people. If necessary, call a doctor for advice.



Avoid physical contact

Do not shake hands or hug when you greet people or say goodbye.



Take hygiene precautions when coughing or sneezing

Sneeze or cough into the crook of your arm or a tissue – then dispose of the tissue in a bin.



Do not touch your face

Avoid touching your mouth, eyes or nose with your hands.



Wash your hands regularly throughout the day

Wash your hands with soap and water for at least 20 seconds.



Wear a mask over your mouth and nose where required

Stay up to date with the current regulations. Always wear a mask over your mouth and nose where required. You should generally wear a mask if you have symptoms and have to leave the house, and when you cannot maintain the minimum distance of 1.5 metres from other people.

